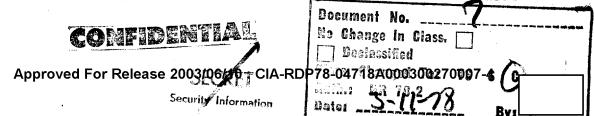
7 February 1952

SECRET

Approved Fer Release 2003/06/10 : GIA-RDP78-04748A000300270007-4

		ACT TO THE TOTAL TOTAL TOTAL TO THE TOTAL TOTAL TO THE TOTAL
	SUBJECT	Meeting of Ad Hoc Committee in Regard to New CIA
		: 1130
	DATE	5 February 1952
	PLACE	Office of Acting Deputy Director for Administration
25X1A	THOSE PRESENT	Col. Chester 3. Hansen, Assistant to the Director Col. L. K. White, Acting Deputy Director (Administration Mr. W. L. Peel, Chief of General Services Mr. Walter Pforsheimer, Legislative Counsel Mr. Chief. Administrative Service

- 1. Colonel White advised the Committee that the result of the time and motion study by the Organization and Methods Service had been completed which indicated tangible savings of approximately \$3,200,000. He stated that an additional report on intangible savings would be made at a later date.
- 2. Celonel Hansen suggested to the Committee that additional pictures be taken of CIA buildings and conditions within the buildings for the purpose of presentation, and Colonel White directed to secure the photographs which Colonel Hansen requested.
- 3. Colonel White reported on the results of the meeting with Mr. Reynolds, the details of which are contained in minutes dated 1 February 1952. Colonel White stated that this meeting made clear the fact that a final decision could not be reached until additional studies were made by the Public Buildings Service as to the type of building which could be located on the Nevius Tract and the practicability of the utilisation of modified block-type construction.
- 4. Colonel Hansen requested that the approach to the presentation be discussed. He pointed out that the presentation should not be too elaborate which should consist of (a) sites which have been considered; (b) estimated cost; (c) present problems pointing out existing security problems and fire hazards in existing buildings, personnel inefficiency due to the number of buildings and geographical distribution of the Agency; and (d) savings which dould be accomplished in a single building and reduced costs of operation. Colonel Hansen



2 5 1 suggested that General Smith make the presentation with respect to all items except savings and improved cost of operation, which he felt should be made by Mr. Welf. Colonel Shite concurred in this approach. Colonel Hansen reported that he was obtaining an estimate from the Carrier Air Conditioning Company as to improved effeciency resulting from the installation of air conditioning equipment in buildings used by office workers. He felt that this factor would represent a substantial saving.

Gelonel Hansen also reported that he was attempting to obtain some information from the Civil Defense Agency and the Atomic Energy Commission on additional protection provided by steel and concrete buildings as against the temporary buildings in which the Agency is now housed.

Celenel Hansen also requested announced from Colonel White to employ a consultant by the name of who is Vice President

5. The meeting adjourned at 1240.

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Secretary of Ad Hoe Committee

MINUTES APPROVED:

Acting Deputy Director (Administration)

CONFIDENCE

cc: Asst. to Director
Acting DD/A
Legislative Counsel
Chief of General Services
Comptroller
Chrono, Admin. Service
New Application of Release 2003

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